



ROBERT BENTLEY  
GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
**TAYLOR HARDIN SECURE MEDICAL FACILITY**  
1301 JACK WARNER PARKWAY NORTHEAST  
TUSCALOOSA, ALABAMA 35404-1060  
205-556-7060  
WWW.MH.ALABAMA.GOV



JAMES V. PERDUE  
COMMISSIONER

ANNIE D. JACKSON,  
MSW, LCSW, MPA, CPM  
ACTING  
FACILITY DIRECTOR

**AN EQUAL OPPORTUNITY EMPLOYER**  
**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION**

**JOB TITLE:** Mental Health Security Officer II

**NUMBER:** 17-03

**JOB CODE:** S3000

**POSITION #:** 8836056

**JOB LOCATION:** Taylor Hardin Secure Medical Facility  
1301 Jack Warner Parkway N. E.  
Tuscaloosa, AL 35404

**DATE:** 02-03-17

**SALARY RANGE:** 71 (\$33,902.40 - \$51,376.80) (2<sup>nd</sup> Shift, 2 p.m. – 10 p.m.)

**MINIMUM QUALIFICATIONS:** High school diploma or GED equivalency, supplemented by an approved course conducted by a police academy. Some (twelve months or more) recent experience of a responsible nature in police or security work.

**NECESSARY SPECIAL REQUIREMENTS:** Must be certified as a law enforcement officer by the Alabama Peace Officer Standards and Training (APOST) Commission and current with all required training and education required by APOST. Must pass a physical agility exam as set by the department. Must be 21 years of age with high personal and moral standards and must have a clean police and work record. Possession of a valid Alabama Driver's License required.

**KIND OF WORK:** This is supervisory police work in protecting property and maintaining safety and security of a state mental health facility. An employee in this class supervises police activities on a particular shift at a state mental health facility. Work involves safe guarding facility property, patients, and employees against fire, theft, vandalism, and other hazards. An important aspect of the work is the availability of the employee in time of emergencies and unexpected incidents. Assignments are received in the form of oral and written orders from a superior police officer or other facility officials. Work conforms to established laws, rules and policies, and is reviewed through reports, conference and accomplishments. Performs other related duties.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Ability to communicate effectively, both orally and in writing. Ability to organize, plan and implement work in an independent manner. Knowledge of NCIC procedures. Knowledge of security assessment information. Ability to work any assigned shift and overtime. Ability to maintain firearms qualifications.

**METHOD OF SELECTION:** Applicants will be rated on the basis of an evaluation of their training, experience and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as mentioned above. All relevant information is subject to verification. Drug screening required. Security Clearances will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with clients.

**HOW TO APPLY:** Use an Application for Professional Employment, which may be obtained from this office. Applications should be returned to **The Harper Center, Human Resources Department, 107 5<sup>th</sup> Avenue East, Tuscaloosa, Alabama 35401**, by **02-17-17** in order to be considered for this position. Do not return this application to the State Personnel Department. Copies of all licenses should be forwarded with your application. **\*A COPY OF OFFICIAL COLLEGE/UNIVERSITY TRANSCRIPT FROM COLLEGE/UNIVERSITY ATTENDED SHOULD ALSO BE FORWARDED TO THE PERSONNEL OFFICE (AT THE ADDRESS ABOVE, if applicable). JOINT COMMISSION ACCREDITED/EQUAL OPPORTUNITY EMPLOYER.**

*“Only work experience detailed on the application form will be considered. Additional sheets, if needed, should be in the same format as the application. Resumes will not be accepted in lieu of an official application.”*

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